

Financial Management Circular: #2003-2

Effective Date: July 1, 2003

Subject: Delegation of Signature Authority by Budget Agency to Agencies, Commissions, Boards, and Departments Submitting Claim Vouchers for Payment for Services less than \$25,000 Claimed under the following points
(1) .198 Personal Services, Federal Identification Number Required;
(2) .199 Personal Services not otherwise Classified (NOC) Social Security Number Required;
(3) .299 Services NOC;
(4) .391 Workshops; and
(5) .399 Other Contractor

Authority: IC 4-12-1-13(c);
IC 4-12-1-13(h);
P.L. 291-2001, SECTION 21

Application: This Circular applies to all State agencies, commissions, boards, and departments for submission of vouchers to the Auditor of State for payment in the categories specified.

Effective Date: This Circular is in effect from July 1, 2003, to June 30, 2005

Section 1. This Financial Management Circular is being issued to expedite the processing of vouchers for amounts under \$25,000 and to make the payment system more responsive to agency needs.

Section 2. The State Budget Agency herewith delegates to all State agencies, commissions, boards, and departments signature authority for the payment of claim vouchers where payment is for less than \$25,000 and is made from the following points: (1) .198 Personal Services, Federal Identification Number Required; (2) .199 Personal Services Not Otherwise Classified (NOC) Social Security Number Required; (3) .299 Services NOC; (4) .391 Workshops; and (5) .399 Other Contracts.

Section 3. This Financial Management Circular is effective on July 1, 2003, and expires on June 30, 2005.

Marilyn F. Schultz
Budget Director

Date